



Plant Manager

Department: Utilities

Class Code: 3232

EEO Code: 21

FLSA: E

Effective: 01/08/1992

GENERAL STATEMENT OF DUTIES:

Under general direction; performs work of considerable difficulty planning, supervising and overseeing the operation and maintenance of Chesterfield County water or wastewater treatment plants and laboratories; and performs other work as required.

SPECIFIC STATEMENT OF DUTIES:

Plans, directs and coordinates plant operations to meet stringent Federal and State regulations and permit requirements; develops and implements programs mandated by State and Federal regulations; directs the operations of a State certified chemical and microbiological laboratory; makes changes in operational variables in biological and chemical treatment process, through evaluation of daily plant operational data and trend analysis of laboratory data; keeps abreast of the latest technological advances in water and wastewater treatment and sludge disposal methodology; coordinates water pumping operation; directs computerized preventative and scheduled maintenance programs for plant; develops public relations and information programs for customers; resolves other than routine customer complaints; establishes, implements and supports training programs to achieve operator certification and to actively participate in State sponsored programs; evaluates trends and submits annual budget for salaries, operations and maintenance to Assistant Director; develops and maintains a good working relationship with State regulatory agencies; confers with engineering and other technical personnel to advise and assist in development, design and installation of physical facilities; implements and oversees established County personnel procedures and policies including the performance management program; conducts plant tours; and performs other work as required.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Considerable knowledge of federal effluent permit requirements, (NPDES); of Federal and State standards for water used for human consumption; of supervisory principles and practices; of the principles and practices of water and/or wastewater treatment; of how to plan laboratory testing strategies; of the latest advances in water and /or wastewater treatment.

Considerable skill in applying Federal, State and County standards to water and/or wastewater testing; in supervising a staff; in implementing training programs; in planning and enforcing safe work practices; in planning laboratory testing strategies; in applying the latest developments in water and/or wastewater treatment to work as a plant manager; in preparing budgets and annual reports; in developing and maintaining effective working relationships with subordinates, other County personnel and the public; in communicating effectively, orally and in writing.

MINIMUM EDUCATION AND EXPERIENCE:

Completion of the core curriculum for a bachelor's degree in civil or environmental engineering, chemistry or related field and six years of experience in the operation and maintenance of a water and/or wastewater treatment plant including three years of supervisory experience; or an equivalent combination of training and experience.

ADDITIONAL REQUIREMENTS:

Possession of a valid Class I Water or Wastewater Operator's certificate issued by the Commonwealth of Virginia.

<p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p>
